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Council of Chairs

University Committees & Organizations

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# November 2009 Minutes

USM Council of Chairs

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# Council of Chairs

November 5, 2009

12:15 to 1:45 p.m.

213 McLemore Hall

## Minutes

**Attendance:** B. Bateman, A. Branton, C. Campbell, S. Hughes, M. Miles, L. Nored, J. Norton, B. Powell, K. Reidenbach, K. Yadrack,

**Guest:** Joe Morgan, CFO and Allyson Easterling

1.0 Approval of agenda

2.0 Guests: Joe Morgan, Chief Financial Officer, and Allyson Easterling,  
Controller

Topic: Budgeting process

**Overview:** Budget is comprised of primarily three sources: tuition and E&G from state appropriations, auxiliary from athletics and USM health clinic and related revenue sources, plus investments and sales. Operating budget is all inclusive of the campuses for a total of 245M. Although the increase in student enrollment helped us this year the Budget Office cannot depend on increases in developing a budget for the future. Revenues raised from summer school are folded into the annual budget and are not a separate revenue source.

**Cuts:** We have seen a 5% cut to date and anticipate an additional 2 to 3 percent cut to be implemented mid-year for a total cut of 7 to 8 percent cut this fiscal year. Over the next three years, 2010 to 2012, we anticipate cuts of at least six percent in budgets for a total of 11M dollars. Stimulus one-time monies of 6.7M assisted USM budget this year only.

**Tuition:** Three percent increase in the tuition fee was anticipated which to date is typically requested in the spring each year; this year we hope to submit our request in the fall and we expect Hank Bounds, IHL Commissioner, to support the request. Tuition increases are necessary to address huge cuts. There is a tuition differential between academic discipline and professional degrees. The costs benefit analysis of what it takes to teach a class other than salaries, such as fringe benefits, are broken down inconsistently between the state universities. H. Bounds is reviewing these differences with the intent of standardizing the formulae.

**Resource Centered Management (RCM):** RCM is a data driven process of budget management. The RCM committee will steer a three year process and decisions will take time since there are many questions about its implementation. 72% of all expenses are in people. Under the new budget

model, RCM, funds increase as student enrollment increases. It should be noted that a quality education is not included in the RCM model and a committee oversight would be necessary. High quality, high enrollment programs are not necessarily protected or targeted for cuts. RCM is difficult to implement and will require college level financial support to process data in cost benefit analysis of programs.

**Programs:** Because strong and weak programs will be hurt, we do not recommend across the board cuts. Some none productive, low enrollment programs will have to be cut.

**Tuitions waivers:** Currently USM waives over 70% of out-of-state tuitions with a loss of this revenue to the institution. This policy will need to change. Waivers are \$2500 per year and it costs out-of-state students much less in tuition than other states except Florida.

**Parking:** Staff parking fees will support the new parking garage. Due to new construction of resident halls and very soon a new Nursing building, over 1000 existing parking spots have been lost and we need new parking for all of campus.

**Other:** To date advocacy of institutional needs with the IHL board members has been weak. With new leadership at IHL, there is some expectation that this will change with Hank Bounds. USM reserves are significantly lower than other state supported institutions. There is some discussion state-wide of merging some of the universities such as MUW with MSU.

- 3.0 Approval of minutes: so moved: J. Norton; and seconded: K. Yadrack
- 4.0 Committee reports from CoC representatives
  - 4.1 RCM Budget Committee —Skip Hughes reporting. First meeting to be held November 6, 2009.
  - 4.2 Chair Development—Lisa Nored & Kathy Yadrack reporting:  
Completed program on conflict management.  
“Preparing for faculty evaluations in early spring semester” Friday, November 13, 2009, 2:15 PM at the Ogletree Conference Center.  
“End of Year Procedures,” to be held November 30<sup>th</sup>.  
Considering a program on mentoring new faculty next year.

Comment: Becky Woodrick provided feedback from the Provost-lead retreat with chairs. There needs to be greater input from chairs about how to make the retreat more useful. Now need to schedule a date and will ask college chairs for ideas by November 15<sup>th</sup>.

- 4.3 Faculty Handbook—Bob Bateman reporting: no report. Faculty Handbook committee has not met.
- 4.4 Provost Council—Ed Mann absent: no report.
- 4.5 Strategic Enrollment & Persistence Subcommittee – C. Campbell
  - 4.5.1 Retention & Persistence—C. Campbell reporting. D and F students were identified, contacted and advised by faculty about their progress. Subcommittee met and discussed process to salvage a student, particularly those students that *do not know* they are failing to meet standards. Blackboard, online classroom software, does allow real-time information to be available to students daily. The \$30 fee per student to use Blackboard is a deterrent and some professors do not require it for their classes. Some classes do not provide mid-term grades at all, while all classes must have final grades. It only takes 15 graduating students to raise the graduate rate by one point; we currently have only a 44% graduation rate.
- 4.6 Space Utilization and Allocation Review Committee—K. Yadrick & L. Nored reporting. Currently doing a space inventory and each building on campus has been assigned to each member; a subcommittee is developing policies and procedures; important to stress appropriate use of classroom space.
- 5.0 Old Business
  - 5.1 Class scheduling outside or normal class periods – K. Yadrick reporting: Cynthia Moore sent this concern to Greg Pierce, USM Registrar, to discuss.
  - 5.2 Classroom scheduling issues – K. Yadrick reporting: Classroom scheduling is really not functioning well on the college level since delegated to the Registrar's office.
- 6.0 New Business
  - 6.1 Chair development activities – K. Yadrick and L. Nored reporting: See 4.2.
  - 6.2 Guests for Spring meetings
    - 6.2.1 Dr. David Wolf – Foundation will be a guest in 2010.
    - 6.2.2 Dr. Kristi Motter – Associate VP for Enrollment – Follow-up procedures for Early Alert being discussed.
- 7.0 Announcements
  - 7.1 Next meeting: Thursday, December 3, 2009—Dr. Bob Lyman, Provost
  - 7.2 Ideas for future meetings included: Summer school issues and concerns such as use of summer and mini courses, clarified directives and faculty compensation.
- 8.0 Adjourned at 1:58 PM.